

## Seminole County Classification Description

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Classification Title: Battalion Chief (40-hrs)

Class Code: 3201

EEO Code: B

FLSA: Exempt

Revision Date: April 2010

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### General Statement of Job

Administrative, operational, and technical work in the development of programs, procedures and protocols for the EMS/Fire/Rescue Division in specific function areas. These functions may include, but are not limited to, EMS, special hazards and operations, or training. Position is assigned to a 40 hour week. Position may be re-assigned to meet operational needs of the Department.

### Essential Functions

**Essential Functions:** *These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position.*

Supervises and manages the day-to-day functions of training, EMS, or special hazards and operations. Plans, researches, develops, and implements special projects and programs specific to these functions. Coordinates specific Division functions, addressing future needs and service requirements that will enhance the effectiveness and efficiencies of these functions. Responds to fire, rescue, and medical alarms, supporting activities at the scene of structure fires, major EMS/fire/rescue related emergencies, and disaster situations. Serves as part of the command or general staff within the incident management system in disaster situations or other emergencies. Initiates and recommends to the Division Chief hiring, termination, performance evaluations, disciplinary and/or commendatory actions for assigned personnel.

The most current organizational chart defines to whom this position reports.

### **Additional Duties:**

Performs other duties as assigned, including but not limited to reassignment to rotating shifts, and performing firefighting duties as required by the division.

### Minimum Qualifications

Associate's Degree in Fire Science or related field, and seven (7) years experience in the field of fire, rescue, and emergency medical services, three (3) years of which must have been in a

responsible supervisory position comparable to the rank of Lieutenant. Prefer extensive experience in the assigned function: Special Hazards and Operations, Training, EMS.

Time parameters may be established, at the discretion of the Fire Chief, to permit the obtainment of specific requirements..

### **Special Requirements**

Considerable knowledge of the principles and practices of fire fighting, rescue and emergency medical services. Knowledge of the geography of Seminole County to include the location of principal and potential hazards. Knowledge of the established policies and procedures of the Department of Public Safety.

Ability to plan, evaluate, assign and coordinate the activities performed by assigned personnel. Ability to lead, maintain high morale and discipline of assigned personnel. Ability to exercise sound judgment in managing resources assigned to implement the assigned functions of the division and to determine program needs. Ability to develop and maintain effective working relationships with other County Departments, other agencies and the general public. Must possess the ability to communicate effectively both orally and in writing. Must have the ability to work independently and in a task group environment. Must be in excellent health and maintain good physical condition.

### **Technical Requirements**

Must meet all Florida State Firefighter Standards Council Rules and Regulations for firefighters. Must possess a State of Florida Certificate of Competency for Fire Officer I or Fire Officer Supervision, parts I, II, III, and IV. Must possess the minimal requirements of Lieutenant. Must possess a Certificate of Compliance from an approved State of Florida Minimum Standards firefighting course. Must possess and maintain an Emergency Medical Technician I Certification. Must possess and maintain a valid Florida Non-Commercial Driver's License, Class E.

New hires must have abstained from use of tobacco products for twelve months prior to application with Seminole County (Florida Statutes Section 633.34).

### **Working Conditions**

Incumbents in this classification perform a combination of administrative and field duties including being exposed to hazards resulting from fire, electrical problems, extreme weather, toxic chemicals, and hazards associated with rescue operations.

Incumbents in this classification are required to wear protective clothing, observe strict safety precautions and procedures. Incumbents must be physically able to demonstrate to subordinates how to perform all practical applications associated with firefighting.